

**ROCKY HILL PLANNING BOARD**  
**Minutes of the January 9, 2007 Meeting**

Present: R. Ayrey, C. Cann, G. Dietrich, L. Goldman, B. Griner, J. Hasser, C. Pihokken, R. Whitlock, J. Witt, A. Youtz, J. Yuchmow, E. Zimmerman

Absent: None

Also present: V. Kimson and K. Philip

**Statement Of Adequate Notice**

Pursuant to the Sunshine Law, a notice of this meeting's date, time, place and agenda was mailed to the news media, posted on the Municipal bulletin board and filed with the Municipal Clerk. The meeting was called to order at 7:30 p.m.

**Reorganization**

Swearing in of members: The following individuals were sworn in as 2006 members of the Planning Board. Linda Goldman as an alternate member; Gabriele Dietrich as an alternate member; R. Ayrey as Class IV member; J. Hasser as a Class IV member; R. Whitlock as a Class II member; E. Zimmerman as a Class I member; Jared Witt as Mayors Alternate; and; B. Griner as a Class III member.

**Nomination and Election of Chair:**

Motion was made by J. Yuchmow and R. Whitlock seconded to nominate Charles Pihokken as Chairman for 2007. The vote was 9-0 in favor. Motion carried. R. Whitlock made a motion to close the nominations, seconded by J. Hasser. The vote was 9-0 in favor. Motion carried.

**Nomination and Election of ViceChair:**

Motion was made by C. Cann and J. Hasser seconded the motion to appoint John Yuchmow as Vice Chairman for 2007. The vote was 9-0 in favor. Motion carried. R. Whitlock made a motion to close the nominations, seconded by C. Cann. The vote was 9-0 in favor. Motion carried.

**Nomination of Board Secretary**

Motion was made by J. Yuchmow and A. Youtz seconded the motion to appoint C. Cann as Board Secretary for 2007. The vote was 9-0 in favor. Motion carried.

**Designation of Official Newspaper**

Motion was made by R. Whitlock and J. Yuchmow seconded the motion to approve the resolution designating the official newspapers. The vote was 9-0 in favor. Motion carried.

**Approval of Calendar of Annual Meetings**

Motion was made by C. Cann and J. Hasser seconded the motion to approve the resolution of the Annual Calendar for 2007. The vote was 9-0 in favor. Motion carried.

Appointment of Recording Secretary

Motion was made by J. Hasser and C. Cann seconded the motion to approve the appointment of Kerry A. Philip as Recording Secretary to the Planning Board for 2007. The vote was 9-0 in favor. Motion carried.

Appointment of Professionals

- 1) Reappointment of Attorney: R. Whitlock made a motion and A. Youtz seconded the motion to appoint Valerie Kimson, Esq., as Legal Counsel to the Planning Board for 2007. The vote was 9-0 in favor. Motion carried.
- 2) Appointment of Engineer: R. Whitlock made a motion and A. Youtz seconded the motion to appoint Bill Tanner of the firm Van Cleef Engineering as the 2007 engineering consultant to the Planning Board. The vote was 9-0 in favor. Motion carried.
- 3) Appointment of Planner: R. Whitlock made a motion and A. Youtz seconded the motion to appoint Kimball and Kimball as the 2007 planning consultant to the Planning Board. The vote was 9-0 in favor. Motion carried.

Resolution of Approval

- a) Eric and Margaret Hintz  
“C” Bulk Variance Request, 3 Montgomery Avenue

Motion was made by R. Whitlock and J. Hasser seconded the motion to approve the resolution for a bulk variance request for 3 Montgomery Avenue, Eric and Margaret Hintz. The vote was 6-0 in favor. Motion carried.

FOR: Cann, Hasser, Pihokken, Whitlock, Youtz, Yuchmow

AGAINST: None

ABSTAIN: None

**Open Public Comment Period:** The meeting was then opened to the public. Being that there was no one who wished to address the board, the open public portion of the meeting was closed.

R. Ayrey stepped down from the following application. L. Goldman joined the Board for review.

**Applications:**

- a) Eric and Margaret Hintz  
Historic Preservation Plan, 3 Montgomery Avenue

Eric and Margaret Hintz were sworn in. Mr. Hintz stated that a report dated January 5, 2007 from Clarke, Caton & Hintz was distributed in response to the comments noted in the November 6, 2006 report from Historic Building Architects, LLC.

Mr. Hintz stated that he and his wife wish to add on to the house so they can grow and stay in Rocky Hill, the intent of the design is to extend the existing footprint of the house. He advised that the roof line will not increase in height but will expand in width. The architect hired to

review this plan for the Borough was hired because his partner is the Borough's architectural consultant, John Hatch. Mr. Hatch prepared the plan for the house. A letter dated January 5, 2007 from Clarke Caton Hintz was handed to Board members in response to the December memorandum from Historic Architects LLC.

Mr. Hintz stated that he is proposing to replicate the same materials, scale and design as the existing house. The plans provided to the staff and board offer the detail requested pertaining to the outriggers and porch design. Mr. Hintz stated that copper shingles are envisioned for the roof of the porch but this all depends on available finances. There are currently asphalt shingles on the porch roof, these will be removed and either copper or wooden shingles will be installed. Board discussion took place and it was determined that the Board did not have any problem with this request, the applicant was told that if the plan was approved, the final details must be provided to the Engineer's office.

Pertaining to the windows, Mr. Hintz stated that the Borough's architectural consultant recommended 6 over 6 or 6 over 1 windows. Mr. Hintz stated that the existing windows are not uniform and they would like to create uniformity. C. Pihokken read the legend of improvements proposed (Exhibit A-1) prepared by Pinneo Construction to match the letters provided on the drawings. C. Pihokken stated that it should be amended to indicate the porch roof to be copper or shingle.

Board discussion then took place.

Mr. Hintz confirmed that all window replacements will be wood windows. The handrail on the porch is supposed to be galvanized steel but Mr. Hintz stated that he prefers wood. Board members felt that the railing may be galvanized steel or wood, whatever is permitted by code.

The meeting was opened to the public. Jared Witt, Mayor's Alternate, stated that the proposal looks great. Being that no one wished to address the board, the open portion of the meeting was closed. Motion was made by R. Whitlock and A. Youtz seconded the motion to approve the historic preservation application as a major site plan with the following conditions:

- Exhibit A-1 to be revised and provided to staff.
- Porch roof to be shingle, copper or tin.
- Porch railing may be galvanized steel or wood as permitted by code.
- Applicant is to provide details of any alternatives to the Borough Engineer.

The vote was 9-0 in favor. Motion carried.

FOR: Cann, Goldman, Hassler, Griner, Pihokken, Whitlock, Youtz, Yuchmow, Zimmerman

AGAINST: None

ABSTAIN: None

L. Goldman stepped down and R. Ayrey joined the meeting.

**Resolution of Approval**

- a) Buy The Cup, Amended Preservation Permit  
130 Washington Street

Motion was made by A. Youtz and J. Hasser seconded the motion to approve the amended resolution for Buy The Cup properly identifying the business name as “Buy The Cup” and the business hours of 5:00 a.m. to 8:00 p.m. The vote was 7-0 in favor. Motion carried.

FOR: Ayrey, Cann, Hasser, Pihokken, Whitlock, Youtz, Yuchmow

AGAINST: None

ABSTAIN: None

**Approval of Minutes**

- a) December 12, 2006 – Motion made by J. Hasser and A. Youtz seconded the motion to approve the regular meeting minutes of December 12, 2006 as amended. The vote was 6-0 in favor of those eligible to vote. Motion carried.
- b) December 12, 2006 (closed) – Motion was made by J. Hasser and A. Youtz seconded the motion to approve the closed session meeting minutes of December 12, 2006. The vote was 6-0 in favor of those eligible to vote. Motion carried.

**Chairman’s Comments and Correspondence:**

C. Pihokken stated that at the last meeting a member of the public approached the Board about parking problem associated with 153 Washington Street. He advised that he wrote a letter and hand-delivered it to the property owner. The letter was read aloud to the Board members. R. Whitlock stated that the issue may have been resolved; the Trinity Church property will be used when additional parking is needed.

C. Pihokken advised that the following should be addressed in 2007: Master Plan Rexamination; the Centers designation must be researched to determine the benefits of continuing this designation; follow up on the COAH plan submission. Planning Board members were reminded about the mandatory training sessions for Planning Board members, excluding the Mayor and Class III members. A 5 hour training session is required for members and a test follows the session. If a Board member does not attend the class or pass the class, they are unable to serve. Certification is given when a Board member passes the test. The Borough has budgeted money for the classes. Ms. Kimson stated that she was unsure if J. Witt needed to attend because he is the Mayor’s alternate, she will look into this. C. Pihokken stated that they will try to use some of the meetings over the next few months for education if large proposals are not on the agenda.

C. Pihokken explained the application review process and stated that a subcommittee of board members is needed to assist with application review and provide recommendations for streamlining the application process. He advised that Van Cleef Engineering has agreed to accept all Rocky Hill applications and Bill Tanner begins review of the proposals. J. Yuchmow, C. Cann and C. Pihokken volunteered to be on the subcommittee. Motion was made by R.

Whitlock and A. Youtz seconded the motion to appoint C. Cann, J. Yuchmow and C. Pihokken as Application Review Subcommittee members.

**Other Business**

L. Goldman stated that she was at the library and it does not appear that they have a copy of the fully adopted Master Plan.

Motion was made by J. Hasser and J. Yuchmow seconded the motion to go into closed session. The vote was 9-0 in favor. Motion carried.

Being that there were no other matters before the board, motion was made and seconded to adjourn the meeting at 9:30 p.m. Motion carried.

The next meeting is scheduled for Tuesday, February 13, 2007.

Respectfully submitted,

Kerry A. Philip  
Secretary